



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
OCTOBER 12, 2016
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

A draft of the Township Committee Regular Session Agenda is posted on the Township website at www.longhillnj.us on the Monday preceding the meeting.

STATEMENT OF ADEQUATE NOTICE

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and posted in the January 14, 2016 edition, and electronically sent to the Courier News and posted in the January 12, 2016 edition. The notice was posted on the bulletin board in the Municipal Building on January 5, 2016 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk."

EXECUTIVE SESSION

**RESOLUTION #16-276
EXECUTIVE SESSION**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meets in closed session to discuss the following matters:

Property Acquisition:

- Land Diversion Update – Central / Passaic Park

Personnel:

- Administrative Salaries
- Administrative Assistant-Recreation Department

Attorney/Client Privilege:

- Sewer Lien - Moreland

BE IT FURTHER RESOLVED that the minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #16-276 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

COMMITTEE LIAISON REPORTS:

CONSENT AGENDA RESOLUTIONS:

The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolutions #16-277 through #16-284 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION #16-277
APPROVING PAYMENT OF BILLS**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

**RESOLUTION #16-278
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the September 28, 2016 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the September 28, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION #16-279
APPROVE CONFERENCE REQUEST
NJ League of Municipalities**

WHEREAS, the Township Committee approved Resolution 08-375 which requires Township Committee approval of all overnight conference requests; and

WHEREAS, the Township Committee has received a request from the Director of DPW to attend the NJ League of Municipalities Conference on November 15, 16 & 17, 2016; and

NOW, THEREFORE, BE IT RESOLVED by, the Long Hill Township Committee hereby approves the request of the Director of DPW, Tom Sweeney, to attend the NJ League of Municipalities Conference as outlined in his memo.

**RESOLUTION #16-280
(replacing Reso #16-257)
AUTHORIZING AN AGREEMENT BETWEEN LONG HILL TOWNSHIP AND MORRIS COUNTY
– SALTING, SANDING, AND/OR PLOWING OPERATIONS**

WHEREAS, pursuant to Uniform Shared Services and Consolidation Act, NJSA 40A:65-1 et seq., local units may join together to provide authorized services for each other; and

WHEREAS, the Township of Long Hill and the County of Morris desire to join together in an agreement whereby the Township will perform on behalf of Morris County the required salting, sanding and/or plowing operations of designated portions of the County road system within the Township of Long Hill for rates outlined in the agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that the Mayor and the Township Clerk are hereby authorized to execute a Shared Services Agreement between Long Hill Township and the County of Morris effective on the date of October 15, 2016 through April 15, 2017.

**RESOLUTION #16-281
GRADE ADVANCEMENT [GALLO]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Tom Sweeney, Director of Public Works, does hereby approve the advancement of Alessandro Gallo to Assistant Foreman, Equipment Operator, Truck Driver Class One, Effective October 3, 2016 at 6 month probationary hourly rate of \$32.04. Following the probationary period (not to exceed six months) his hourly rate of pay will be \$34.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the Public Works Association Collective Bargaining Agreement.

**RESOLUTION #16-282
GRADE ADVANCEMENT [CALLESO]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Tom Sweeney, Director of Public Works, does hereby approve the advancement of Darren Calleso to Foreman, Equipment Operator, Truck Driver, Effective October 3, 2016 at an hourly rate of \$40.50

BE IT FURTHER RESOLVED, that this advancement is consistent with the Public Works Association Collective Bargaining Agreement.

**RESOLUTION #16-283
AUTHORIZING CHANGE ORDER NO. 1 TO THE CONTRACT WITH KLEINFELDER EAST,
INC. IN CONNECTION WITH THE TOWNSHIP WASTEWATER SYSTEM IMPROEVEMENTS
PROJECT**

WHEREAS, the Township Committee awarded a contract to Kleinfelder East, Inc.

in the amount of \$110,350; and

WHEREAS, Township Administrator Neil Henry has recommended approval of the following change orders:

Change Order #	Description	Amount	Net Amount of Contract
1	Provide Litigation Support Services	\$10,000	\$45,700

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. Change order number 1 as described in the preamble are hereby approved.
2. These change orders shall be charged to 01-2016-0020-0193-2-00277 . Certification of available funds by the Township Chief Financial Officer shall be attached to the original of this resolution and shall be maintained in the files of the Township Clerk.

Approved as to Form and Legality

John Pidgeon, Township Attorney

**TOWNSHIP OF LONG HILL
RESOLUTION # 16-284
APPROVING SPECIAL PERMIT FOR SOCIAL AFFAIR
St. Vincent de Paul**

WHEREAS, the St. Vincent de Paul Church has submitted an Alcoholic Beverage Control Application for a Special Permit for a Social Affair to be held on November 5, 2016 at the St. Vincent de Paul Parish, Stirling, New Jersey 07980; and

WHEREAS, the Chief of Police has reviewed the application and has no objection to the granting of a special permit to be issued to the applicant to sell alcoholic beverages at the affair to be held on the date and premises noted, subject to, however, the following conditions:

1. The wine distributors from Wine World will be the only persons allowed to serve alcohol.

2. The consumption of alcoholic beverages shall be restricted to the area designated in the application on the property of St. Vincent's de Paul Parish. No alcoholic beverages are to be carried or consumed outside of the parish hall area.

3. No person under the age of 21 shall be served alcoholic beverages. The St. Vincent's de Paul Parish personnel or it's designee shall be responsible for verifying the ages of those patrons who wish to consume alcoholic beverages, by checking identification of those patrons as proof of legal age.

4. No person assumed to be under the influence of alcohol shall be served, permitted to walk, or allowed to drive from the St. Vincent's de Paul Parish property.

5. Alcoholic beverages shall only be served and/or consumed on November 5, 2016 from 7:00 PM to 11:00 PM

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey as follows:

1. The Township Committee, the licensing authority of the municipality, has no objection to the granting of a special permit and consents thereto with the special conditions as outlined by the Chief of Police.

RESOLUTION

**TOWNSHIP OF LONG HILL
RESOLUTION # 16-274**

**AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO REQUEST A
PREAPPLICATION CONFERENCE WITH GREEN ACRES IN CONNECTION WITH
THE PROPOSED EXCHANGE OF LANDS WITH PARTHENON REALTY, LLC**

WHEREAS, the Township of Long Hill (the "Township") is the owner of Lot 3 in Block 11301; and

WHEREAS, Parthenon Realty, LLC ("Parthenon") is the owner of Lot 4 in Block 11301 and Lot 15 in Block 11401; and

WHEREAS, the Township and Parthenon have negotiated a proposed exchange of lands that will give the new Township park access to the traffic light at Plainfield Road; and

WHEREAS, the Township property was acquired with a combination of Green Acres funds, Morris County Open Space Trust funds and Township Open Space Trust funds; and

WHEREAS, as a result, the Township must obtain the approval of Morris County, the Commissioner of Environmental Protection and the State House Commission for the exchange or it will be void and of no legal effect; and

WHEREAS, the Township Committee has determined that the proposed diversion will fulfill a compelling public need by providing safe access to and from the new Township park and will thereby mitigate a hazard to the public health, safety and welfare; and

WHEREAS, there is no feasible, reasonable and available alternative to the proposed diversion; and

WHEREAS, Green Acres regulations require that, prior to submitting an application for approval of a diversion of parkland, a local government unit must contact Green Acres to request information on the Department's rules pertaining to the proposed diversion of parkland and the related procedural requirements and to request a preapplication conference with Green Acres [minor diversions – N.J.A.C. 7:36-26.4; major diversions – N.J.A.C. 7:36-26.9];

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to sign the attached Letter of Intent to exchange lands with Parthenon Realty, LLC, a copy of which is attached hereto and which is incorporated herein by reference.
2. The Township Administrator is hereby authorized and directed to request a preapplication meeting with Green Acres in accordance with the applicable regulations.
3. The Township Engineer is hereby authorized to perform any additional work necessary to file the request for a preapplication meeting. The Engineer's invoices shall be charged to the Township's Open Space Trust fund.

Approved as to Form and Legality

John R. Pidgeon,
Township Attorney

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-274 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**TOWNSHIP OF LONG HILL
RESOLUTION #16-285
AUTHORIZING FILING OF HOUSING ELEMENT AND FAIR SHARE PLAN AND
AUTHORIZING SETTLEMENT WITH FAIR SHARE HOUSING CENTER IN
CONNECTION WITH THE TOWNSHIP’S AFFORDABLE HOUSING OBLIGATION**

WHEREAS, the Township of Long Hill (the “Township”) has participated in the New Jersey Council on Affordable Housing (“COAH”) process since it was created in 1985 and has satisfied all of its housing obligations pursuant to the *New Jersey Fair Housing Act, N.J.S.A. 52:27D-301, et seq.*, and COAH’s rules and regulations; and

WHEREAS, several iterations of COAH’s 3rd round rules first adopted in 2004 have been challenged and overturned by the courts; and

WHEREAS, on March 10, 2015, the New Jersey Supreme Court, in response to a motion filed by the Fair Share Housing Center, found that the COAH administrative process had become non-functioning and as a result returned primary jurisdiction over affordable housing matters to the trial courts (*In the matter of the adoption of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing, 221 N.J. (2015)*); and

WHEREAS, in doing so, the Supreme Court established a transitional process for municipalities that participated in the administrative process before COAH to file a declaratory judgment action with the trial court seeking to declare their housing elements and fair share plans as being constitutionally compliant and seeking similar protection to those that municipalities would have received if they had continued to proceed before COAH; and

WHEREAS, the Township filed a Declaratory Judgement action, captioned *In the*

Matter of the Application of the Township of Long Hill for Determination of Mount Laurel Compliance, with the Honorable Stephan C. Hansbury, P.J.Ch. (“Judge Hansbury”) of the Superior Court of New Jersey, Morris County, at Docket No. MRS-L-1660-15, on July 6, 2015 (the “Declaratory Judgement Action”); and

WHEREAS, Judge Hansbury entered an Order *sua sponte* on February 10, 2016, that provided in relevant part as follows:

“1. Each municipality included in this order shall submit to the Court its Housing Element and Fair Share Plan by April 4, 2016. Each municipality shall select the amount for its obligation based upon the expert it chooses....

2. The Court shall review each plan to determine if continuing immunity is warranted and if so, whether it would be until further order of the Court after judicial determination of the total housing obligation or full ten-year immunity.”

WHEREAS, Judge Hansbury in a February 19, 2016 letter issued the following clarification to his Order:

“It would be acceptable to the Court if a Planning Board Resolution accepting the HEFSP with an indication that, if approved by the Court, the Planning Board would proceed to promptly adopt it as part of the Master Plan. Approval of the governing body would, of course, also be required.”; and

WHEREAS, the April 4, 2016 date has been extended to October 18, 2016, at which time the Township is scheduled to appear at a compliance hearing before Judge Hansbury; and

WHEREAS, the Planning Board and the Township Committee have selected the amount for the Township’s obligation based upon the May 16 2016 report entitled “New Jersey Low and Moderate Income Housing Obligations for the 1999-2025 Calculated Using the NJ COAH Prior Round (1987-1999) Methodology,” prepared by David N. Kinsey, PhD, FACIP, PP, for the Fair Share Housing Center, which identifies the following municipal fair share obligation for Long Hill Township: Prior round 62 units (which has previously been satisfied), present need 6 units, prospective need 314 units; and

WHEREAS, the Township has negotiated A proposed settlement with FSHC, subject to Court approval, which would fix the Township’s prospective need at 220 units (or 70% of the 314 units in the Kinsey report); and

WHEREAS, the Township Planning Board, by Resolution adopted at this joint meeting with Township Committee, has approved the housing element prepared by Planning Board Planner, Kevin O’Brien, of Shamrock Enterprises, Ltd., and the draft Fair Share Plan dated October 5, 2016 prepared by Jessica Caldwell of J. Caldwell & Associates LLC;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. The Township Committee hereby approves the Housing Element and Fair Share Plan as described in the preamble and approved by the Planning Board at this joint meeting with the Township Committee.
2. The Township Committee hereby approves the proposed settlement with FSHC for a total summary obligation of 288 units, consisting of 62 prior round units, 6 present need units and 220 prospective need units.
3. The Township Committee hereby authorizes and directs the Township Attorney to sign the attached settlement agreement with FSHC.
4. The Township Attorney is hereby authorized and directed to file this Housing Element and Fair Share Plan with Judge Hansbury in accordance with his February 10, 2016 Order, along with certified copies of this Resolution and the Planning Board’s October 12, 2016 Resolution, by cover letter on notice to all interested parties.

Approved as to Form and Legality

John R. Pidgeon,
Township Attorney

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-285 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

ORDINANCE

ORDINANCE INTRODUCTION

**ORDINANCE #391-16
2016 SALARIES AND WAGES ORDINANCE Amended**

STATEMENT OF PURPOSE: To reflect the updates rates of 2016 salary adjustments.

BE IT ORDAINED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey as follows:

Section 1. The salaries and wages of the following employees of the Township shall be as follows:

<u>Position Title</u>	<u>Annual Salary</u>
Township Administrator	\$75,000 - \$150,000
Executive Administrative Assistant	\$52,500 - \$75,000
Municipal Clerk/Registrar	\$45,000 - \$75,000
Administrative Assistant	\$33,000 - \$52,500
Chief Financial Officer	\$50,000 - \$100,000
Asst. to the CFO [Part Time]	\$20.00 - \$30.00/hr. \$32.00
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 8.50 - \$ 22.00/hr.
Tax Collector [Part Time]	\$15,000 - \$25,000
Tax Assessor [Part Time]	\$20,000 - \$40,000
Assistant Treasurer	\$45,000 - \$65,000
Sewer Utility Collector [Part Time]	\$15.00 - \$22.00/hr. \$24.00

Board of Health

Animal Control Officer [Part Time]	\$15.00 - \$25.00/hr.
------------------------------------	-----------------------

Court

Municipal Court Judge	\$19,000 - \$35,000
Court Administrator	\$40,000 - \$63,000

Planning and Development

Construction Code Official [Part Time]	\$30,000 - \$45,000
Building Sub Code Official [Part Time]	\$10,000 - \$20,000
Fire Sub Code Official [Part Time]	\$ 35.00 - \$45.00/hr
Fire Prevention/Fire Official [Part Time]	\$ 22.50 - \$40.00/hr
Plumbing Sub Code Official [Part Time]	\$10,000 - \$22,500
Electrical Sub-code Official [Part Time]	\$10,000 - \$23,000

Technical Assistant to the Construction Official [Part Time]	\$ 18.00 - \$30.00/hr
Planning & Zoning Coordinator	\$40,000 - \$60,000
Planning & Zoning Secretary [Part Time]	\$ 20.00 - \$30.00/hr
Code/Zoning Enforcement Officer	\$45,000 - \$70,000

Recreation

Recreation Director	\$30,000 - \$60,000
Administrative Assistant	\$ 20.00 - \$30.00/hr.

Seasonal/ [Part Time] Positions

Summer Recreation Site Director	\$ 22.00 - \$ 35.00/hr.
Summer Recreation Site Supervisor	\$ 17.00 - \$ 27.00/hr.
Summer Recreation Assistant	\$ 15.00 - \$ 25.00/hr.
Summer Recreation Counselor	\$ 8.25 - \$ 15.00/hr.
Lake Director	\$ 20.00 - \$ 35.00/hr.
Assistant Lake Director	\$ 15.00 - \$ 25.00/hr.
Head Lifeguard	\$ 12.00 - \$ 18.00/hr.
Life Guard	\$ 9.00 - \$ 15.00/hr.
Score Keeper/Time Keeper/Referees	\$ 8.25 - \$ 15.00/hr.
Basketball Director	\$ 18.00 - \$ 28.00/hr.
Basketball Staff Supervisor	\$ 12.00 - \$ 25.00/hr.

Police Department

Chief of Police	\$125,000 - \$150,000
Police Officers	per Collective Bargaining Contract
Police Department Secretary	\$ 36,000 - \$ 55,000
PD Administrative Assistant [Part Time]	\$ 33,000 - \$ 52,000
School Crossing Guard [Part Time]	\$ 12.00 - \$ 23.50/hr.
Police Matron	\$ 12.00 - \$ 28.00/hr.
Court Security Officer [Part Time]	\$ 20.00 - \$30.00/hr.

Office of Emergency Management

Emergency Management Coordinator [Part Time]	\$ 10,000 - \$20,000
--	----------------------

Department of Public Works/Roads

Director of Public Works /Superintendent of Roads	\$85,000 - \$110,000
DPW employees	per Collective Bargaining Contract
Part Time Laborer	\$ 9.50 - \$20.00/hr.

Wastewater Control

Wastewater Superintendent	\$58,000 - \$85,000
Wastewater Employees	per Collective Bargaining Contract

Senior Services

Senior Citizens Bus Driver	\$ 15.00 - \$ 25.00/hr.
----------------------------	-------------------------

Mileage reimbursement based on current IRS Standard

Section 2. Any and all other ordinances or parts thereof in conflict or inconsistent with any of

the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section 3. This ordinance shall take effect immediately upon final passage and publication as required by law, unless the effective date is delayed pursuant to the provisions of *N.J.S.A.* 40A:9-165.

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, October 12, 2016 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, November 9, 2016, at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Deborah Brooks, RMC, CMR
Township Clerk

MOVED by: _____ of the Township Committee of Long Hill Township, that Ordinance 391-16 is hereby approved on first reading, with the public hearing scheduled for November 9, 2016. **SECONDED** by: _____. **ROLL CALL VOTE:**

DISCUSSION / ACTION ITEMS

- Best Practices Worksheet
- FLAP Grant

OLD BUSINESS / Administrator’s Report:

NEW BUSINESS:

Announcements/Correspondence: FLU CLINIC

MEETING OPEN TO THE PUBLIC:

- Remarks and Statements Pertaining to Any Matter
- Comments and remarks will be limited to 3 Minutes

ADJOURNMENT